

Library Resources 101: Information Literacy Skills for College-Level Research

Syllabus – fall 2016

The purpose of this course is to help students become proficient and discerning in using print, electronic, and other library resources to obtain relevant information.

Instructor: Troy Espe
Office: ALB 104C
Office Hours: 2-4 p.m. Tuesdays or by appointment
Telephone: 715-346-4443
Email: tespe@uwsp.edu
D2L site: <https://uwsp.courses.wisconsin.edu/>

Ground rules: This course is pass-fail only. The course is taught entirely online through D2L.

- **Final course grade:** Students must achieve at least 70% for a final course grade to pass. Students will fail the course if their final grade is below 70%.
- **Online lectures:** Lectures will be posted in the *Content* section of the class D2L site. Students must watch the lectures before accessing assignments in D2L.
- **Complete all assignments:** Assignments will be posted in the *Content* or *Quizzes* sections of D2L. Students who do not submit all assignments will receive a final grade of Incomplete. The deadline for submitting missing assignments is 5 p.m. Dec. 22.
- **Late assignments:** Students will lose 10 percentage points from an assignment's final score for every 24-hour period overdue. Students who enroll late in the course will not receive extensions. No exceptions.
- **Final exam:** The final exam is worth 10% of the course grade. Students will be exempt from taking the final exam if they meet the following conditions:
 - no late assignments
 - scores of at least 70% on every assignment

Academic misconduct: If caught cheating, students will face the following penalties in accordance with UWSP Student Academic Standards & Disciplinary Procedures (<http://www.uwsp.edu/dos/Documents/CommunityRights.pdf#page=11>):

- (a) An oral reprimand;
- (b) A written reprimand presented only to the student;
- (c) An assignment to repeat the work, to be graded on its merits; (d) A lower or failing grade on the particular assignment or test; (e) A lower grade in the course;
- (f) A failing grade in the course;
- (g) Removal of the student from the course in progress;
- (h) A written reprimand to be included in the student's disciplinary file;
- (i) Disciplinary probation; or
- (j) Suspension or expulsion from the university.

Disabilities: If you have a disability and may need accommodations, contact the Disability & Assistive Technology Center (LRC 609) at 715-346-3365 or datctr@uwsp.edu within the first week of class.

Materials: No textbook is required for this course.

Course Calendar

Date	Topic	Assignment Due
Oct. 31	Introduction, syllabus, Ask Us, virtual library tour	5 p.m. Nov. 3
Nov. 3	UWSP Library website	5 p.m. Nov. 7
Nov. 7	Search@UW	5 p.m. Nov. 10
Nov. 10	Reference materials	5 p.m. Nov. 14
Nov. 14	Books	5 p.m. Nov. 17

Nov. 17	Articles	5 p.m. Nov. 21
Nov. 21	Midterm exam	5 p.m. Nov. 28
Nov. 28	Subject databases	5 p.m. Dec. 1
Dec. 1	Specialty databases	5 p.m. Dec. 5
Dec. 5	University Archives	5 p.m. Dec. 8
Dec. 8	Evaluating websites	5 p.m. Dec. 12
Dec. 12	Citations	5 p.m. Dec. 15
Dec. 16	Final exam	5 p.m. Dec. 22